

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, FEBRUARY 8, 2010

7 PM PLEASE NOTE EARLY START

Room 222

Chairman's Note: Chris Rogers, CPA, Sullivan, Rogers & Co., LLC will join the Committee to discuss the financial management letter (#269-09) at approximately 8:15 PM. In addition, the Comptroller will provide information on the attached FY 2010 Mid-Year Revenue Status Report.

ITEMS SCHEDULED FOR DISCUSSION:

#422-09 MAYOR-ELECT WARREN requesting to create two full time positions in the Executive Department: a Performance Analyst (H09) and a Budget Analyst (H06) for seventy-seven thousand six hundred thirty-four dollars (\$77,634) from wage reserve to fund these two positions for the second half of this fiscal year. [12/15/09 @ 4:05 PM]

NOTE: See attached letter from the His Honor the Mayor requesting an amendment to the item.

#26-10 HIS HONOR THE MAYOR requesting a transfer of twenty-five thousand dollars (\$25,000) from the severance budget in the Human Resources Department to the Executive Department for the purpose of covering current year severance expenses. [01/12/10 @ 4:50 PM]

#34-10 HIS HONOR THE MAYOR requesting acceptance of and authorization to expend a grant of two thousand eight hundred eighty-nine dollars (\$2,889) from the Massachusetts Department of Industrial Accidents, Office of Safety to be used to fund "Proper Body Mechanics—A training program for the Newton Free Library". [01/26/10 @ 11:48 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#36-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend twenty-five thousand five hundred forty-two dollars (\$25,542) from an insurance company payment for the purpose of repairing damage caused by an auto accident to the War Memorial located at the Newton Highlands Playground. [01/26/10 @ 11:48 AM]

PROG & SERV APPROVED 7-0 (Linsky not voting) on 02/03/10

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#37-10 HIS HONOR THE MAYOR requesting a transfer of funds in the amount of thirty thousand dollars (\$30,000) for the purpose of supplementing the FY' 10 budget for veteran's benefits as follows:

From: Veteran Services Salaries.....\$13,000
 Veteran Services Employee Benefits.....\$3,000
 Budget Reserve\$14,000
 To: Veteran Services Expenses (Veteran Benefits).....\$30,000

[01/26/10 @ 11:48 AM]

PROG & SERV APPROVED 7-0 (Linsky not voting) on 02/03/10

#269-09 COMPTROLLER submitting FY2009 Budgetary Basis Annual Financial Report.
 [09/01/09 @ 4:45 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#39-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend ninety thousand dollars (\$90,000) from parking meter receipts for the purpose of purchasing 450 programmable parking meter mechanisms. [01/26/10 @ 6:11 PM]

PUBLIC FACILITIES APPROVED 4-2 (Albright and Lennon opposed) on 02/03/10

#35-10 HIS HONOR THE MAYOR requesting authorization for the Comptroller of Accounts to allocate investment income associated with tuition revenue collected in the Community Education Revolving Fund to Newton Community Education.
 [01/26/10 @ 11:48 AM]

ITEMS NOT SCHEDULED FOR DISCUSSION:

REFERRED TO CMTE ON COMM PRES, PUB. FAC, AND FIN COMMITTEES

#41-10 THE COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$569,000, including \$1,000 for City of Newton legal costs, be appropriated from the FY10 historic resources, open space, and general reserves of the Community Preservation Fund to be expended under the direction and control of the Public Buildings Department for the purpose of rehabilitating the interior of the barn at Angino Farm. [01/25/10 @ 2:22 PM]

REFERRED TO CMTE ON COMMUNITY PRES AND FINANCE COMMITTEES

#40-10 THE COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$37,045, including \$500 for City of Newton legal costs, be appropriated from the FY10 historic resources and general reserves of the Community Preservation Fund to be expended under the direction and control of the Newton Free Library, for the purpose of preserving and providing improved public access to certain archival materials held by the Library, City Clerk, and Jackson Homestead/Newton History Museum. [01/25/10 @ 2:22 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #38-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend five hundred thousand dollars (\$500,000) in State Capital Bond Bill funds for the purpose of capital repairs to the Lower Falls Community Center. [01/26/10 @ 11:48 AM]
- #33-10 HIS HONOR THE MAYOR reappointing JAMES REARDON as TREASURER/COLLECTOR of the City of Newton, effective immediately, pursuant to Sections 3-3(b) of the City Charter (90 days: 4/5/10). [01/05/10 @ 3:36 PM]

REFERRED TO COMM. ON COMM. PRES. AND FINANCE COMMITTEES

- #28-10 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$362,500, including \$2,500 for City of Newton legal costs, be appropriated from the fiscal 2010 community housing and general reserves of the Community Preservation Fund and expended under the direction and control of the Planning and Development Department, to create two units of perpetually affordable rental housing at 2148-2150 Commonwealth Avenue. [01/11/10 @ 4:23 pm]
- #207-07(5) ALD. FREEDMAN AND JOHNSON proposing that the city's Financial Management Guidelines adopted under Board Order #207-07 be amended to require that any proposed capital expenditure above a certain amount have a cost-benefit or a return-on-investment analysis performed prior to approval by the Board of Aldermen. [12/21/09 @ 5:55 PM]

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

- #391-09(2) ALD. DANBERG, MANSFIELD, VANCE & HESS-MAHAN requesting the establishment of a municipal parking mitigation fund whose proceeds, derived from payments-in-lieu of providing off-street parking spaces associated with special permits, will be used solely for expenses related to adding to the supply of municipal parking spaces, improving existing municipal parking spaces, or reducing the demand for parking spaces.

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #376-09 HIS HONOR THE MAYOR submitting the FY11-15 Capital Improvement Program, totaling \$140,377,285 and the FY10 Supplemental Capital budget, which require Board of Aldermen approval to finance new capital projects over the next five years.

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #363-09 ALD. SANGIOLO requesting a discussion to increase the tobacco seller license fee. [09/13/09 @ 1:07 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #360-09(2) PROGRAM & SERVICES COMMITTEE requesting a discussion to explore possible sources of revenue to fund an off leash dog park system in the City. [11/06/09 @ 10:44 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #358-09 HIS HONOR THE MAYOR requesting authorization to appropriate and expend fifty five thousand dollars (\$55,000) from tax revenue from the local option meals tax to restore funding to the Senior Transportation Program. [10/09/09 @ 5:25 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #130-09 HIS HONOR THE MAYOR requesting authorization to appropriate and expend from Cable Receipts the sum of twenty-four thousand nine hundred eighteen dollars (\$24,918) for the purpose of purchasing equipment to provide for archived web casting of the Board of Aldermen and School Committee meetings. [4/28/09 @ 6:02 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #87-09 ALD. SANGIOLO, BRANDEL, FREEDMAN AND HESS-MAHAN requesting a Home Rule Petition to allow the City of Newton to require elected officials to contribute a higher percentage rate for health insurance benefits than is required for other employee groups. [03-10-09 @ 9:17 AM]
PROGRAM & SERVICES APPROVED 5-1-1 (Baker opposed; Merrill abstaining; Parker not voting) on 4/15/09

REFERRED TO PS&T, PUBLIC FACILITIES & FINANCE COMMITTEES

- #60-09 ALD. SANGIOLO, GENTILE AND HARNEY requesting the installation of traffic islands on CONCORD STREET to be funded with the Cabot, Cabot and Forbes Traffic Mitigation Fund for Lower Falls (Ward 4). [02/03/09 @ 1:01 PM]

ITEM RECOMMITTED TO PUB. FAC. AND FINANCE COMM. ON 02-17-09**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #13-09 HIS HONOR THE MAYOR requesting authorization to appropriate and expend three hundred eighty-five thousand dollars (\$385,000) from bonded indebtedness to the Public Works Department for the purpose of replacing both the salt shed and the Quonset hut at Crafts Street. [12-30-08 @ 5:04 PM]
- #354-08 ALD. COLETTI requesting monthly report on cash and receivable reconciliations by Treasurer and status of Consultant work in Treasurer's Office. [09-30-08 @ 1:54 PM]
- #352-08 ALD. COLETTI requesting discussion monthly reports from the Chief Budget Officer and Comptroller on the status of the Health Insurance Trust Fund. [09-30-08 @ 1:54 PM]
- #348-08 ALD. COLETTI requesting discussion on the Executive Department submission of a new 5-year forecast for FY2010 budget preparation. [09-30-08 @ 1:54 PM]

REFERRED TO POST AUDIT & OVERSIGHT AND FINANCE COMMITTEES

- #300-08 ALD. JOHNSON AND SWISTON requesting discussion with Mayor David Cohen and Superintendent Jeffrey Young as to the procedures that are in place to ensure accountability of their staff in respect to adherence to the authorization of purchasing and expenditures policy and procedures. [07-21-08 @ 9:03 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #274-08 ALD. JOHNSON AND SANGIOLO proposing a RESOLUTION to His Honor the Mayor requesting that he create a plan to move the Child Care Commission to a self-sustaining model for FY2010. [07-17-08 @ 9:53 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #273-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that the Executive and Human Resources Departments develop a comprehensive human capital strategy for the city to include: performance management, talent development, succession planning, and compensation. [07-17-08 @ 9:53 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #272-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor that he work with the Board of Aldermen, School Department, and School Committee in order to determine the most effective and efficient way to organize the Human Resources Departments. [07-17-08 @ 9:53 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #270-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that he work with the Board of Aldermen, School Department, and School Committee in order to determine the most effective and efficient way to organize the Information Technology Departments. [07-17-08 @ 9:53 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #258-08 ALD. SANGIOLO requesting discussion with the Executive Department regarding reorganization of senior transportation services and establishment of intra-village transportation systems. [07-08-08 @ 1:29 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #207-08 ALD. BRANDEL AND SANGIOLO proposing that the following question be put before the Newton voters:
“Shall the City of Newton be allowed to exempt from the provisions of Proposition 2 ½ the amounts required to pay for the bond issuance in order to fund Newton North High School?” [05-21-08 @ 12:58 PM]

REFERRED TO COMM. PRES., PUB FAC & FINANCE COMMITTEES

- #147-08 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$359,400, including \$2,000 for legal costs, be appropriated from the FY'08 Community Preservation Fund's historic resources and general reserves, for a project to rehabilitate and expand storage space for the research library and archives at the Newton History Museum, to preserve the existing collections, and enhance public access to the collections. [04-01-08 @ 4:10 PM]
COMMUNITY PRESERVATION APPROVED 6-0 on 4-29-08
(A) DESIGN FUNDS ESTIMATE \$37,500.00 – BOA APPROVED ON 07/21/08
(B) BALANCE OF PROJECT ESTIMATE \$321,900.00 – HELD

REFERRED TO PROG. & SERV., PUB.FAC. AND FINANCE COMMITTEES

- #89-08 ALD. PARKER requesting the following:
 A) review of the maintenance practices for buildings, parks and other properties owned by the City (including School Department facilities and grounds)
 B) development of a comprehensive maintenance plan that includes regular schedules for preventive maintenance for each specific site or facility
 C) a RESOLUTION requesting that implementation of said maintenance plan be funded using operating budget funds.
 [02-13-08 @ 12:07 PM]
- #207-07(4) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended to allow the adjustment of self-funded health insurance plan rates in the event that rates and any accumulated excess resources not meet actual resource requirements. [7-2-08 @ 12:12 PM]
- #207-07(2) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended, effective FY10, as follows:
 (A) total resources devoted to all forms of employee compensation shall not exceed the estimated growth in total general fund revenue for the following fiscal year;
 (B) funds for salary and wage adjustments shall not exceed the difference between total estimated revenue growth and resources needed to fund growth in health/dental and life insurance benefits and growth in the actuarial required contribution for the city's retirement system for each fiscal year;
 (C) if collective bargaining contracts are not resolved at the time of budget submission, funds budgeted for such contracts shall be held in "municipal and compensation" reserve. [7-2-08 @ 12:12 PM]

REFERRED TO PROGRAMS AND SERVICES AND FINANCE COMMITTEES

- #83-07 ALD. YATES requesting that the City of Newton take all possible steps to persuade the General Court to adopt the proportion of Governors Municipal Partnership that would allow the City to reduce employee health insurance costs by joining the Group Insurance Commission. [02-27-07 @ 10:21 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #245-06 ALD. JOHNSON AND HESS-MAHAN requesting an amendment to the City Charter to require the Mayor annually to prepare and submit to the Board of Aldermen a long-term financial forecast of anticipated revenue, expenditures and the general financial condition of the City, including, but not limited to identification of any factors which will affect the financial condition of the City; projected revenue and expenditure trends; potential sources of new or expanded revenues; anticipated municipal needs likely to require major expenditures; and a strategic plan for meeting anticipated municipal needs, to include, but not be limited to, any long or short-term actions that may be taken to enhance the financial condition of the City.

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

- #48-06 ALD. HESS-MAHAN, BURG, JOHNSON, DANBERG, PARKER & WEISBUCH proposing that the city provide financial incentives to rent accessory apartments to low- to moderate-income households at affordable rates that can serve housing affordability goals.
- #29-06 ALD. JOHNSON AND PARKER requesting creation of a Citizen Financial Advisory Committee to work with city officials and staff to facilitate bench markers, strategic planning, and other initiatives to improve the financial operation of the City.
(President's Note: While not formally referred to the Long Range Planning Committee, this item might usefully be discussed there in light of prior discussions of similar issues.)

Respectfully Submitted,

Leonard J. Gentile, Chairman

FI



David B. Cohen
Mayor

City of Newton, Massachusetts
Office of the Mayor

#422-09

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dcohen@newtonma.gov

December 15, 2009

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

At the request of Mayor-elect Warren, I write to request that your Honorable Board docket for consideration a request to create two full time positions in the Executive Department. These two positions, a Performance Analyst (H09) and a Budget Analyst (H06) were in my original budget request. I further request that you appropriate \$77,634 from wage reserve to fund these two positions for the second half of this fiscal year.

Salaries	\$62,272
Benefits	\$15,362
Total	\$77,634

(Handwritten initials)

Thank you for your consideration of this matter.

Very truly yours,

(Handwritten signature of David B. Cohen)

David B. Cohen
Mayor

DBC: srb

09 DEC 15 PM 4:05
CITY CLERK
NEWTON, MA 02459

From: WAGE RESERVE
0110498-5197 77,634

To: MAYOR'S OFFICE
SALARIES
0110301-511001
FINALE BENEFITS
0110301-511001

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.ci.newton.ma.us

DEDICATED TO COMMUNITY EXCELLENCE

62,272
15,362

(Handwritten initials)



SETTI D. WARREN
MAYOR

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Office of the Mayor

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February 5, 2010

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

10 FEB -5 PM 4: 16
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to amend a request that was submitted to your Honorable Board on December 15, 2009, Docket Item #422-09.

The original request was to create two full time positions in the Executive Department: a Performance Analyst (H09) and a Budget Analyst (H06) and sought funding in the amount of \$77,634. When the Fiscal Year 2010 budget was adopted last May, funding in the amount of \$138,268 was set aside in the City's wage reserve for creation of these two positions with the understanding that its use should be directed by the City's new mayor.

Today, I request that you appropriate the full \$138,268 from the City's wage reserve to fund the salary and benefits for two positions; a Performance Management Director (H-13) and a Performance Management Analyst (H-04). In addition to allowing me to fund these positions for the remainder of the year, it will allow me to meet the obligations of the City's severance and vacation pay policies as they relate to the Executive Department.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



David B. Cohen
Mayor

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May 14, 2009

09 MAY 14 PM 5:04
CITY CLERK
NEWTON, MA 02459

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to your Honorable Board with amendments to the Fiscal Year 2010.

1. Transfer the responsibility for the new Branch Library Reuse Revolving Fund from the Board of Library Trustees to the Public Building Department. This was discussed with both the Programs and Services Committee and Public Facilities Committee during the budget discussion for these respective departments.
2. Increase the Expenses in the Mayor's office by \$17,000 to cover the cost of the city's membership in the Massachusetts Municipal Association (MMA). The MMA has been an invaluable source of timely information, especially during these turbulent times. They are also a valued partner when advocating for the interests of all local governments. MMA membership has been paid from the Executive department budget but was inadvertently omitted in this year's budget preparation.
3. Increase the appropriation for budget reserve by \$138,268 to \$888,268.
4. Correct the title of the New Position in the Police Department. This position, listed in 0120111 - Communications, entitled Telecom Trainer/Manager should be listed in 0120113 - Research/Planning and be entitled Crime Analyst

Thank you for your consideration of these matters.

Very truly yours,

David B. Cohen
Mayor

DBC: srb

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.ci.newton.ma.us



DEDICATED TO COMMUNITY EXCELLENCE

CITY OF NEWTON, MASSACHUSETTS
FISCAL YEAR 2010 SCHEDULE OF APPROPRIATIONS
Board order #70-09(3)
May 18, 2009

Authorized Signature	Personal Services (6)	Expenses (1)	Fringe Benefits (5)	Intergovernmental	Debt Service & Capital Outlay (4)	Total
GENERAL FUND:						
City Clerk/Clerk of the Board of Aldermen	City Clerk	\$ 812,871	\$ 54,910	\$ 244,443	\$ -	\$ 1,112,224
Mayor's Office	Mayor	579,248	40,625	83,905	-	703,778
Comptroller's Office	Comptroller	423,591	406,580	59,904	-	890,075
Purchasing/General Services	Purchasing Agent	324,943	73,903	45,154	-	447,000
Assessing Department	Assessing Director	990,818	40,000	178,149	3,000	1,208,967
Treasury/Collections/Parking Ticket Administration	Treasurer/Collector	511,388	387,569	114,696	-	1,013,653
City Solicitor's Office/Judgments & Settlements	City Solicitor	859,256	279,443	105,858	-	1,244,557
Human Resources	Director Human Resources	603,645	107,174	213,028	1,700	925,547
Information Technology Dept.	Information Technology Director	654,522	223,891	110,285	8,000	996,698
Elections Commission	Exec. Secy. - Election Comm.	500,460	82,188	77,476	-	660,124
Licensing	Admin. Director - Licensing	-	1,896	-	-	1,896
Planning & Development Department	Planning & Development Director	841,546	29,057	124,153	-	994,756
Public Building Department	Public Building Commissioner	1,460,745	687,365	274,151	1,000	2,423,261
Police Department	Police Chief	13,699,796	799,775	2,287,769	256,507	17,043,847
Fire Department	Fire Chief	12,917,440	558,295	2,268,015	27,000	15,770,750
Inspection Services Department	Inspection Services Commissioner	882,978	53,810	161,663	20,000	1,118,451
Civil Defense	Civil Defense Director	4,000	4,238	7,871	-	16,109
Weights & Measures	Veterans' Agent	65,621	3,615	6,500	-	75,736
Ambulance Service	Mayor	-	-	-	-	-
Public Works Department	Public Works Commissioner	8,036,134	9,048,364	1,666,310	174,539	18,925,347
Health & Human Services Department	Health & Human Services Commissioner	2,174,795	366,641	426,986	-	2,968,422
Senior Services Department	Senior Services Director	233,792	301,444	59,201	-	594,437
Veteran Services Department	Veterans Agent	140,658	47,275	21,347	-	209,280
Newton Public Library	Library Director	3,563,624	1,086,343	622,589	-	5,272,556
Parks & Recreation Department	Parks & Recreation Commissioner	2,544,748	1,401,140	349,914	-	4,295,802
Jackson Homestead	Jackson Homestead Director	194,163	19,721	34,936	-	248,820
ATB/Other Interest	Treasurer/Collector	-	-	-	-	-
Employee Benefits & Insurance	Personnel Director	-	-	-	-	-
Debt Maturities & Interest	Treasurer/Collector	-	-	-	14,332,596	14,332,596
Contributory/Non Contributory Retirement	Comptroller	176,480	70,730	21,581,989	-	21,829,199
Reserve Fund (Budget Reserve)	Comptroller (with vote of M&BoA)	-	750,000	-	-	750,000
Municipal Wage/Salary Reserve	Comptroller (with vote of M&BoA)	-	138,268	-	-	138,268
Transfer to High School Debt Fund	Comptroller	-	-	-	-	-
Workers Compensation Self Insurance Fund	Comptroller	-	950,000	-	-	950,000
Transfer to Capital Stabilization Fund	Comptroller	-	-	-	-	-
Transfer to Federal Grant Fund (Police Grants)	Comptroller	-	-	-	-	-
State Assessments (3)	Treasurer/Collector	-	-	-	5,566,870	5,566,870
Newton Public Schools (1)/(2)	School Superintendent	-	-	-	-	164,708,394
TOTAL GENERAL FUND		\$ 53,197,262	\$ 18,014,260	\$ 31,126,292	\$ 5,566,870	\$ 287,437,420
COMMUNITY PRESERVATION FUND:						
Community Preservation	Planning & Development Director	\$ 107,721	\$ 1,764,265	\$ 3,593	\$ -	\$ 3,093,567
Transfer to General Fund	Comptroller	-	26,000	-	-	26,000
TOTAL COMMUNITY PRESERVATION FUND		\$ 107,721	\$ 1,764,265	\$ 3,593		\$ 3,119,567



10 FEB - 7 - 04
PM 4: 56
CITY CLERK
NEWTON, MA 02159
GRADE: H-04

PERFORMANCE MANAGEMENT ANALYST

Setti Warren Administration

Newton recently elected Setti Warren on a platform of significant change. Voters determined that the city was headed in the wrong direction and needed the kind of executive leadership that Setti could provide.

During the course of the campaign, Setti spoke honestly and often about the need to implement a performance management and Citistat system like the one which has brought significant savings and better management discipline to Somerville, Baltimore and other cities around the nation. "We must put Newton's financial house in order by zero-basing our budget and eliminating duplication, waste and programs that don't work. I believe we can have a city that runs effectively and efficiently, that plans for the long term and embraces innovation wherever it can make us better. Implementing a performance management and NewStat program is essential to making this happen."

Mayor-elect Warren is looking for a Budget Analyst who supports this mission, will coordinate the data to support the budget and achieve savings as a part of the executive team and support change in Newton.

Essential Function:

The Performance Analyst, reporting directly to the Performance Manager, will assist with ongoing implementation and development of the NewStat performance management program that will monitor all aspects of City government to insure efficient use of City resources and foster high quality and timely delivery of services. Responsibilities will include preparing data for presentations, collection and analysis of key information on a range of city programs and services which will allow data-driven decision making that creates efficiencies and streamlines operations.

Relationships

Reports To
Works Closely with

Performance Management Director
All Department Heads, Mayor, Executive Staff

Key Accountabilities

- Assist with the development and design of data bases.
- Securing and analyzing personnel, financial service and operations data from internal systems and external sources.
- Monitoring City departments in their service delivery, financial performance, and completion of projects and priorities established by the departments and the Mayor
- Validate reporting data through site visits and to gain a better understanding of operations

- Briefing the Performance Manager frequently on citywide problem areas or opportunities for improvement or innovation
- Preparing for, convening, and facilitating meetings with Department Heads and core management in varying departments
- Continuously updating a database of tasks assigned to staff throughout the City, updating department heads and the Mayor on open tasks at least weekly
- Developing presentations for meetings between Mayor, COO and department heads to review relevant data
- Analyzing financial performance, service delivery and completion of projects and priorities
- Assisting department heads in the identification of efficiencies
- Assisting CFO and department heads in the preparation of a performance-based annual operating budget
- Preparing detailed reports pertaining to discrepancies and amendments that occurred in the budget, during the entire financial year also forms an important part of budget analyst job description.

Required Skills

- Ability to establish and maintain effective working relationships with municipal officials, department heads, business officials, and the general public
- Ability to assist with the development and implementation of strategic goals, plans, and procedures for cost effective and transparent management of allocated resources.
- Ability to assess and prioritize multiple tasks, projects and demands.
- Utilizes technology to improve efficiency, effectiveness and transparency
- Exhibits excellent written and verbal communication skills that engages others and demonstrates active listening.

Education:

- Bachelor degree in finance, accounting, statistics or related field
- One year of experience in governmental budgetary and finance activities
- Or equivalent combination of education and experience



10 FEB - 5:10 PM 4:18
CITY CLERK
NEWTON, MA 02159
GRADE: H-13

PERFORMANCE MANAGEMENT DIRECTOR

Setti Warren Administration

Newton recently elected Setti Warren on a platform of significant change. Voters determined that the city was headed in the wrong direction and needed the kind of executive leadership that Setti could provide.

During the course of the campaign, Setti spoke honestly and often about the need to implement a performance management and Citistat system like the one which has brought significant savings and better management discipline to Somerville, Baltimore and other cities around the nation. "We must put Newton's financial house in order by zero-basing our budget and eliminating duplication, waste and programs that don't work. I believe we can have a city that runs effectively and efficiently, that plans for the long term and embraces innovation wherever it can make us better. Implementing a performance management and NewStat program is essential to making this happen."

Mayor-elect Warren is looking for a Director of Performance Management who can answer this call and work as a full partner in bringing change to Newton.

Essential Function:

The role of the Director of Performance Management is to fully implement and then administer the City's Performance Management and NewStat program. Such a system would involve the collection of key information on a range of city programs and services and allow data-driven decision making about what's working and not working. Director of Performance management would first have to work closely with Department Heads and residents to determine what measures are appropriate and how to collect and report relevant information. Once the system was in place, the Director would have responsibility for the integrity of the data, for the goal-setting process and for the reporting and discussion of results.

Relationships

Reports To
Works Closely with
Directly Supervises

COO
All Department Heads, Mayor, Executive Staff
Citizens' Assistance Officer, Performance Management Analyst

Key Accountabilities

- Implement a working performance management system and build support for its value/use throughout City hall
- Work closely with Department heads and community to identify appropriate measures of success and annual goals
- Oversee the collection and analysis of all relevant data

- Prepare for, convene and facilitate regular meetings between Mayor, COO and department heads to review relevant performance data
- Monitor service delivery, financial performance and completion of projects and priorities
- Assist department heads in the identification of improvement opportunities
- Assist the CFO and department heads in the preparation of a performance-based annual operating budget
- Oversee design and administration of regular resident and staff satisfaction surveys

Education:

- Bachelor degree
- MPA or MBA preferred

Minimum Work Experience:

- 6-8 years of management experience in performance management, process improvement, data-driven management, balanced scorecard work
- Municipal and/or government experience preferred
- Consulting experience a plus

Required Skills

- In-depth knowledge of performance management, process improvement and balanced scorecard
- Strong consulting and influence skills
- Experience effectively managing, leading, motivating and developing staff by delegating tasks and authority
- Is able to establish and maintain cooperative working relationships with others.
- Is able to develop and implement strategic goals, plans, and procedures for cost effective and transparent management of allocated resources.
- Is able to assess and prioritize multiple tasks, projects and demands.
- Uses technology to improve efficiency, effectiveness and transparency
- Excellent written and verbal communication skills that engages others and demonstrates active listening.

CITY OF NEWTON, MASSACHUSETTS
MAYOR'S OFFICE STAFFING ANALYSIS
Fiscal Year 2010

Staffing Comparison

	Annual Salary	Severance
Mayor	\$ 97,500	\$ -
Mayor {1}	97,500	-
Chief Administrative Officer	130,568	45,197
Chief Operating Officer {1}	126,732	-
Chief of Policy and Communications	102,826	23,729
Director of Community Relations {1}	88,583	-
Chief Budget Officer	102,826	20,961
Chief Financial Officer {2}	123,688	-
Executive Assistant	67,743	25,273
Executive Assistant and Scheduler {1}	45,178	-
Citizens Assistance Officer	73,840	25,560
Citizens Assistance Officer {1}	54,168	-
Performance Manager {2}	88,583	-
Performance Analyst {2}	45,178	\$ -

Payroll Appropriation Forecast

FY 2010 Salary appropriation	\$ 579,248
Disbursed thru December 31, 2009	(283,732)
Projected to June 30, 2010	
Week ended January 1, 2010-Cohen administration	(11,064)
Severance costs -Cohen administration	(140,720)
January 4 - June 30, 2010 new staff- Warren administration current staff {1}	(202,909)
March 29 - June 30, 2010 new staff - Warren administration {2}	(67,333)
Projected June 30, 2010 Salary appropriation balance	<u>\$ (126,510)</u>

**Wage reserve transfer needed to close projected appropriation
gap (\$138,268 available)**

\$ 126,510



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#26-10 Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

January 11, 2010

10 JAN 12 PM 4:50
CITY CLERK
NEWTON, MA 02459

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer twenty-five thousand dollars (\$25,000) from the severance budget in the Human Resources Department to the Executive Department for the purpose of covering current year severance expenses.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

From: HR Salaries
0110901-515002 \$25,000
To: Executive Salaries
0110301-515002 \$25,000

Setti D. Warren
01/15/2010

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton, Massachusetts
 General Fund
 Salary and Wage Appropriation Forecast
 Executive and Human Resources Departments
 Fiscal Year 2010

	Budget	Period Exp	YTD Expense	Balance	Proj to 6/30	Projected Year End
EXECUTIVE	503,398.00	48,217.65	246,805.40	256,592.60	299,743.53	(43,150.93)
EXECUTIVE	1,150.00	-	575.00	575.00	-	575.00
EXECUTIVE	-	-	-	-	-	-
CITIZEN ASSISTANCE	74,125.00	7,100.00	36,352.00	37,773.00	53,647.32	(15,874.32)
CITIZEN ASSISTANCE	575.00	-	-	575.00	-	575.00
EXECUTIVE DEPARTMENT						
	579,248.00	55,317.65	283,732.40	298,515.60	353,390.85	(57,875.25)
HUMAN RESOURCES	576,420.00	55,112.00	277,167.69	299,252.31	293,195.84	6,056.47
HUMAN RESOURCES	-	-	-	-	-	-
HUMAN RESOURCES	-	-	-	-	-	-
HUMAN RESOURCES	2,225.00	-	2,225.00	-	-	-
HUMAN RESOURCES	25,000.00	-	-	25,000.00	-	25,000.00
HUMAN RESOURCES	-	-	-	-	-	-
HUMAN RESOURCES DEPARTMENT						
	603,645.00	55,112.00	279,392.69	324,252.31	293,195.84	30,056.47

CITY OF NEWTON, MASSACHUSETTS
MAYOR'S OFFICE PAYROLL APPROPRIATION ANALYSIS
Fiscal Year 2010

	Annual Salary	Severance	Annual Salary
Mayor	\$ 97,500	-	-
Mayor {1}	-	-	97,500
Chief Administrative Officer	130,568	45,197	-
Chief Operating Officer {1}	-	-	126,732
Chief of Policy and Communications	102,826	23,729	-
Director of Community Relations {1}	-	-	88,583
Chief Budget Officer	102,826	20,961	-
Chief Financial Officer	-	-	123,688
Executive Assistant	67,743	25,273	-
Executive Assistant and Scheduler {1}	-	-	45,178
Citizens Assistance Officer	73,840	25,560	-
Citizens Assistance Officer {1}	-	-	54,168
Performance Manager	-	-	88,583
Performance Analyst	-	-	45,178

Payroll Appropriation Forecast

FY 2010 Salary appropriation	\$ 579,248
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Projected to June 30, 2010	
Week ended January 1, 2010-Cohen administration	(11,064)
Severance costs -Cohen administration	(140,720)
January 4 - June 30, 2010 new staff- Warren administration current staff {1}	(202,909)
March 29 - June 30, 2010 new staff - Warren administration	(67,333)
Projected June 30, 2010 Salary appropriation balance	<u>\$ (126,510)</u>

Wage reserve transfer needed to close projected appropriation gap (\$138,268 available)

\$ 126,510



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#34-10

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 26, 2010

10 JAN 26 AM 11:48
CITY CLERK
NEWTON, MA. 02159

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate and expend a \$2,889.00 grant from the Massachusetts Department of Industrial Accidents, Office of Safety. The grant will fund "Proper Body Mechanics -- A training program for the Newton Free Library". The objectives of the grant include: assessing circulation of materials at the Library; training employees regarding proper body mechanics to reduce risk of injury, and increasing safety awareness.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

AUTHORIZATION TO SPEND ONLY
GRANT EXPENDITURE BUDGET WILL
NOT BE RECORDED UNTIL COMPTROLLER
RECEIVES GRANT AWARD LETTER

SDW: sce

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

#36-10

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov



City of Newton, Massachusetts
Office of the Mayor

SETTI D. WARREN
MAYOR

January 26, 2010

10 JAN 26 AM 11:48
CITY CLERK
NEWTON, MA. 02159

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate and expend \$25,542.00 to repair the War Memorial located at the Newton Highlands Playground. The damage was caused by an automobile accident and the City of Newton has received payment from the insurance company.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

From: Receipts Reserved
Damage Recoveries
14J108-5901 \$25,532
To: Highlands War Memorial Repairs
C602057-52409 \$25,532

AW
01/26/2010

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

NEWTON PARKS AND RECREATION DEPARTMENT

70 Crescent Street, Newton, MA 02466

Office: (617) 796-1500

Fax: (617) 796-1512

TDD/TTY: (617) 796-1089



NEWTON
Parks & Recreation

ROBERT J. DERUBEIS
INTERIM
COMMISSIONER

January 11, 2010

Honorable Mayor Setti D. Warren
Newton City Hall
1000 Commonwealth Avenue
Newton, Mass. 02459

Dear Mayor Warren:

I am writing to respectfully request that you docket with the Honorable Board of Alderman for consideration a request to appropriate and expend \$25,532.00 to repair the War Memorial located at the Newton Highlands Playground. The damage was caused by an automobile accident and the City of Newton has received payment from the insurance company. A copy of the check is enclosed and has been deposited into account number 14J108-4810.

Sincerely,

Robert J. DeRubeis
Interim Parks & Recreation Commissioner

Cc: Robert Rooney, Chief Operating Officer
Sarah Ecker, Interim Chief Financial Officer

Enclosure

COMMISSION
MEMBERS

WARD 1 - VACANT
WARD 2 - ARTHUR MAGNI
WARD 3 - PETER JOHNSON

WARD 4 - FRANCIS J. RICE, CHAIRMAN
WARD 5 - WALTER S. BERNHEIMER II, VICE-CHAIRMAN
WARD 6 - VACANT

WARD 7 - VACANT
WARD 8 - KATHLEEN A. HEITMAN
COMM. SECRETARY-ROBIN MCLAUGHLIN

ALTERNATES: MICHAEL CLARKE, PETER KASTNER, JACK NEVILLE

0597
PO BOX 3038
LOWELL MA 01853

MetLife Auto & Home

#36-10

MetLife Auto & Home is a brand of
Metropolitan Property and Casualty Insurance Company
and its Affiliates, Warwick, RI

0597

WBE727730
CITY OF NEWTON
SUPERINTENDANT PARKS DEPT
1000 COMMONWEALTH AVENUE
NEWTON, MA 02456

INSURED: MIKHAIL MARGUL
CLAIMANT: City of Newton
CHECK NUMBER: 002410617
CHECK AMOUNT: \$25,532.00
Twenty five thousand five hundred thirty two and 00/100 Dollars
PAYMENT FOR PROPERTY DAMAGE FROM LOSS OF
07-13-09 NEWTON HIGHLANDS WAR MEMORIAL

ZC LP 0657318

MetLife Auto & Home

0894 62-20/311

PO BOX 3038
LOWELL MA 01853

METROPOLITAN PROPERTY & CASUALTY INSURANCE COMPANY

PAYMENT FOR PROPERTY DAMAGE FROM LOSS OF 07-13-09 NEWTON HIGHLANDS WAR MEMORIAL		Check Number 002410617
TIN	Claim No WBE727730	Not Valid Before 12-03-2009
		void Nine (9) Months After This Date
		Amount *****\$25,532.00

Twenty five thousand five hundred thirty two and 00/100 Dollars

Pay to the Order of:

CITY OF NEWTON
SUPERINTENDANT PARKS DEPT
1000 COMMONWEALTH AVENUE
NEWTON, MA 02456

Citibank, N.A.
One Penns Way
New Castle, DE 19720

AUTHORIZED SIGNATURE

⑈002410617⑈ ⑆031100209⑆ 38755839⑈



NEWTON MEMORIAL ART COMPANY, INC.

September 28, 2009

City of Newton
Mr. David Mandatori
Superintendent Parks Department
Newton, MA

Dear Mr. Mandatori,

The following is the quote you requested to replace the damaged
NEWTON HIGHLANDS WAR MEMORIAL.

Cost of Stone Memorial	\$21,900.00
Freight cost	\$500.00
Labor for Setting of Memorial	\$2800.00
Sales Tax	1,575.00 *
Total	\$26,775.00

*(If tax exempt please supply tax exempt certificate and deduct sales tax from cost.)

PLEASE NOTE THE FOLLOWING;

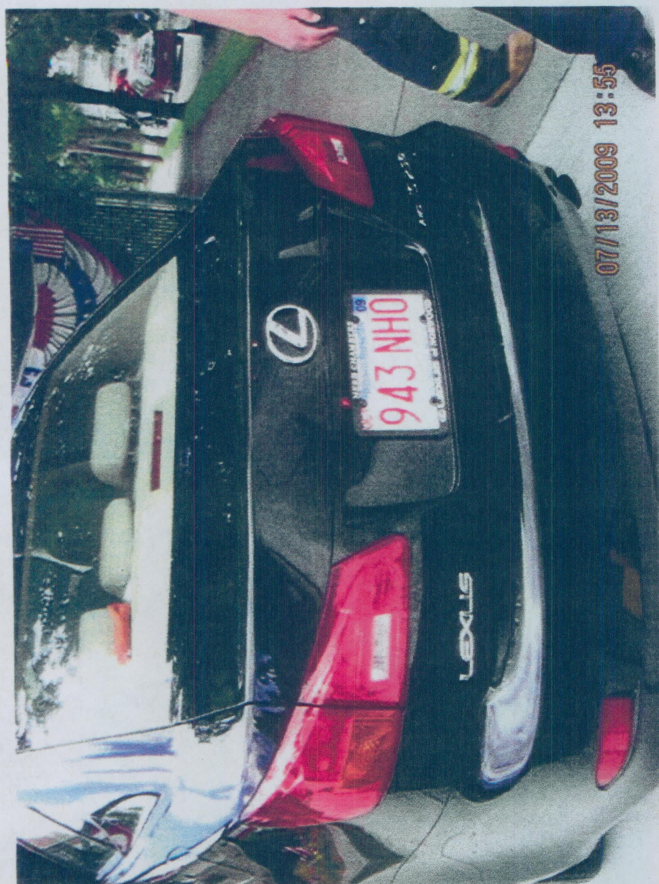
- City of Newton to transport and discard damaged memorial.
- City of Newton to supply Police Detail on day of installation for Automobile/pedestrian traffic.
- Schedule to be mutually agreed upon.

Thank you and should you have any questions, please feel free to call.

Sincerely yours,


Charles Spittel







City of Newton, Massachusetts
Office of the Mayor

#37-10 Telephone (617) 796-1100
Facsimile (617) 796-1113
TDD/TTY (617) 796-1089
E-mail swarren@newtonma.gov

SETTI D. WARREN
MAYOR

January 26, 2010

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

10 JAN 26 AM 11:48
CITY CLERK
NEWTON, MA 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate \$30,000 for the purpose of supplementing the FY10 appropriation for veterans' benefits. I propose that the request be funded as follows:

Transfer from Department of Veterans' Services – Salaries	\$13,000
Transfer from Department of Veterans' Services – Benefits	3,000
Transfer from Budget Reserve	14,000
Total	<u>\$30,000</u>

The City of Newton provides benefits to eligible veterans under criteria established by state law. The payment of these benefits is mandatory. The City receives reimbursement of 75% of those payments from the State in the fiscal year following payment.

Salary and benefit funds are available for transfer within the Department of Veterans' Services budget due to a vacancy at the start of the fiscal year.

The payments the Veterans' Agent authorizes fluctuate each year, depending on how many veterans apply. Year to date approved requests have been averaging \$4000 per month due to difficult economic times. This request is an estimate of what will be necessary for the balance of FY10.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

From: Budget Reserve
0110498-5790 \$14,000
Veterans Salaries
0150301-511001 \$13,000
Veterans Fringes
0150301-57HLTH \$ 3,000

SDW: sce

1000 Commonwealth Avenue New
www.newtonm

To: Veterans Expenses
0150301-5709 \$30,000

DEDICATED TO COMMUN

COMPTROLLER'S OFFICE

DATE: 01/27/2010
TIME: 12:07:15

CITY OF NEWTON, MASSACHUSETTS
BUDGET CONTROL STATUS

BUDSTAT1

SELECTION CRITERIA: expbudgt.key_orgn='0150301'

ACCOUNTING PERIOD: 7/10

ACCOUNT	TITLE	BUDGET	PERIOD	ENCUMBRANCES	YEAR TO DATE	AVAILABLE	YTD/
			EXPENDITURES	OUTSTANDING	ENC + EXP	BALANCE	BUD
BUDGET CODE - 0150301 - VETERAN SERVICES							
511001	FULL TIME SALARIES	135,576.00	10,388.84	13,000.00	76,757.36	58,818.64	56.62
514001	LONGEVITY	1,300.00	.00	.00	.00	1,300.00	.00
514399	OTHER SPECIAL COMP	3,282.00	251.52	.00	1,861.25	1,420.75	56.71
515102	CLEANING ALLOWANCE	500.00	.00	.00	500.00	.00	100.00
5210	ELECTRICITY	.00	.00	.00	.00	.00	.00
5230	WATER & SEWER SERVICES	100.00	25.00	.00	47.04	52.96	47.04
52401	OFFICE EQUIPMENT R-M	634.00	.00	.00	408.00	226.00	64.35
53401	TELEPHONE	400.00	12.75	.00	77.08	322.92	19.27
5341	POSTAGE	256.00	10.36	.00	69.54	186.46	27.16
5342	PRINTING	200.00	31.65	.00	83.05	116.95	41.53
5420	OFFICE SUPPLIES	610.00	.00	.00	321.24	288.76	52.66
5594	FLAGS & BUNTINGS	3,500.00	.00	.00	.00	3,500.00	.00
5709	VETERAN BENEFITS	30,000.00	2,678.00	.00	29,603.28	396.72	98.68
5710	VEHICLE USE REIMBURSEMENT	400.00	.00	.00	.00	400.00	.00
5711	IN-STATE CONFERENCES	880.00	.00	.00	.00	880.00	.00
5730	DUES & SUBSCRIPTIONS	95.00	.00	.00	85.00	10.00	89.47
5782	PARADES & EVENTS	10,200.00	.00	.00	.00	10,200.00	.00
57DENTAL	DENTAL INSURANCE	296.00	39.56	.00	205.05	90.95	69.27
57HLTH	HEALTH INSURANCE	19,803.00	1,558.80	3,000.00	10,951.63	8,851.37	55.30
57LIFE	BASIC LIFE INSURANCE	57.00	9.44	.00	42.48	14.52	74.53
57MEDA	MEDICARE PAYROLL TAX	1,191.00	85.28	.00	388.90	802.10	32.65
TOTAL	VETERAN SERVICES	209,280.00	15,091.20	16,000.00	121,400.90	87,879.10	58.01
TOTAL REPORT		209,280.00	15,091.20	16,000.00	121,400.90	87,879.10	58.01

CITY OF NEWTON, MASSACHUSETTS
 GENERAL FUND
 BUDGET RESERVE STATUS REPORT
 January 29, 2010

#37-10

FY 2010 Original Budget Reserve Appropriation:	\$	750,000
Supplemental Budget Reserve Appropriation:		-

Total Budget Reserve Appropriation		<u><u>750,000</u></u>
---	--	-----------------------

Budget Reserve Appropriations (transfers):

#205-09	Retirement Board salaries	(2,621)
#204-09	Legal settlement-DPW vehicle accident	(5,953)
#286-09	Library overtime	(15,000)
#300-09	Legal settlement: Geary vs City of Newton	(150,000)
#369-09	Legal settlement - sewer claim	(9,982)
#371-09	Military leave compensation - (2) firefighters	(34,305)
#398-09	Public bldg department position upgrade	(3,691)
#387-09	US Senate special elections	(129,800)

Year to date appropriations (transfers)		<u><u>(351,352)</u></u>
--	--	-------------------------

Pending Budget Appropriations:

Banking services	(30,000)
Federal grants audit	(9,200)
Labor counsel supplemental funding	(100,000)
Unemployment compensation supplemental funding	(125,000)
Veteran benefits supplemental funding	(14,000)
Legal settlement - sewer backup	(10,000)
Pending appropriations	<u><u>(288,200)</u></u>

Unobligated Budget Reserve account balance	\$	<u><u>110,448</u></u>
---	-----------	-----------------------



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts

Office of the Mayor

10 JAN 26 PM 6:11

CITY CLERK
NEWTON, MA. 02159

#39-10 Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 26, 2010

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate \$90,000 from parking meter receipts for the purchase of 450 programmable parking meter mechanisms. Installation of the new mechanisms will enable full implementation of the new hourly parking meter rates approved by the Honorable Board in December 2009.

Last week DPW learned that approximately 25% of the City's meters cannot be reprogrammed due to their age of 15 years or more. Meters that could be reprogrammed are now charging the new rate, while the older meters are charging the old rate.

Installation of the new mechanisms is expected pay for itself within a few months. Each meter will generate an average of an additional \$9.00 per week, and, at a cost of \$200 per meter mechanism, the full cost will be recovered in 22 weeks.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

From: Parking Meter Receipts
14D401-5901 \$90,000
To: Replacement Parking Meters
C401067-5822 \$90,000

01/27/2010

, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449Setti D. Warren
Mayor

To: Mayor Setti D. Warren

From: Thomas E. Daley, P.E. / Commissioner of Public Works
Clint Schuckel / Associate City Engineer-Transportation

Date: January 26, 2010

Subject: Request for Appropriation from Parking Meter Receipts

I am writing to request an appropriation of \$ 90,000 from parking meter receipts for the purchase of 450 programmable parking meter mechanisms to enable implementation of the new hourly rates approved by the Board of Aldermen in December 2009. During the week of January 18, a DPW contractor visited each of the City's 1,730 parking meters and identified the meters which could not be reprogrammed due to their age of 15 years or more. Meters that could be reprogrammed are now charging the current rate, while 450 meters (about 25% of the total) remain at the old rate. Installation of these meters will pay for itself in a few months as follows:

- Charging the current rate adds up to \$ 2.50 per day, per meter of added revenue. (rates increased 25 cents/hour, 10 hours of enforcement per day, 8:00 a.m. to 6:00 p.m.)
- A conservative estimate of average revenue increase is \$1.50 per day, per meter (for 6 out of 10 hours each day the space is occupied and the meter fee is paid).
- Fees are charged six days a week except for holidays, so average increase is \$9.00/week.
- At \$200 per meter mechanism, the payback time is 22 weeks, or about 5 months.

Another way to look at this request is fact that we are "losing" about \$4,000 each week (450 meters times \$9.00 per meter, per week) by having 25% of our parking meters still charging the old rates. A third perspective is that citywide, the December 2009 rate increase is expected to bring in at least another \$ 360,000 in annual parking meter revenue, so this appropriation request represents about the first three months of projected revenue.

According to the Comptroller, the total balance in parking meter revenue fund accounts as of December 31, 2009 is \$1,125,815. It is anticipated that \$1.0 million of this amount will be transferred this coming spring to the general fund for fiscal year 2011. That

leaves \$125,815 cash in hand to use as of January 1, which does not include ~\$100,000/month in ongoing monthly receipts from January 1 to present. This revenue is anticipated to increase to ~\$130,000/month after all parking meters are charging the current hourly rates.

I hope this information is helpful. Please contact myself or Clint Schuckel. if you have any questions.

Cc: R. Rooney / Chief Operations Officer
S. Ecker / Chief Financial Officer
D. Turocy / Dep. Comm. of P.W.
L. Taverna / City Engineer
K. Griffey / Dir. of Admin.
R. Ferrara / Chief of Budget and Finance



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#35-10 Telephone
(617) 796-1100

Facsimile
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(617) 796-1089

E-mail
swarren@newtonma.gov

January 26, 2010

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

10 JAN 26 AM 11:48
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request from the Newton Community Education (NCE) commission that investment income associated with tuition revenue collected in the Community Education revolving fund be credited to Newton Community Education, effective July 1, 2009.

NCE deposits credit card charges for tuition revenue in a revolving account. The City receives the funds within 24 hours of processing, but NCE cannot access the funds until processing by the Newton Public Schools accounting office and the City Treasurer's office is complete.

This authorization will permit NCE to receive the interest income earned by its revolving fund.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

SDW: sce



1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

#35-10

From:  Carmella Mack 
Subject: To Whom It May Concern
To: City Clerk's Office, Mayor Warren, David Wilkinson
Cc:

For the Docket on December 29th.

Please prepare the enclosed letter for the Full Board Meeting on January 4th.

THANK YOU

*Carmella Mack, Administrative Assistant
Newton Community Education
617-559-6716*

EMAIL: Carmella_Mack@newton.K12.ma.us

09 DEC 23 PM 12:35
CITY CLERK
NEWTON, MA. 02159



Newton Community Education
A Program of the Newton Public Schools
140 Brandeis Road
Newton Center, MA 02459

Phone: 617-559-6710

Ed Hauben
Director

December 21, 2009

The Honorable David B. Cohen, Mayor of Newton
The Newton Board of Aldermen

I am writing at the suggestion of David Wilkinson, Comptroller, to request that you authorize him to credit investment income from the Newton Community Education revolving fund to Newton Community Education, effective July 1, 2009. The Newton Community Education (NCE) commission deposits credit-card charges for tuition revenue through a revolving account. Although the City receives these funds within 24 hours of our credit card processing, it can take up to six weeks before NCE gains access to these funds, because we must follow this process:

- First, we must wait until the beginning of the next month to receive the statement from the credit card company.
- We then send it to the NPS accounting department for approval.
- It then goes to the City Treasurer's office, which takes at least two weeks to identify and verify that the funds are actually in the City's general fund before releasing the funds to NCE.

When NCE was Community Schools, it received interest on its cash reserves. David Wilkinson has informed me that it would be quite complex to enable NCE to have more prompt access to these funds, but that your authorization would enable him to at least credit investment income on these funds to NCE.

Thank you in advance for your consideration of this matter.

Sincerely,



Ed Hauben

09 DEC 23 PM 12:35
CITY CLERK
NEWTON, MA. 02159

COMPTROLLER'S OFFICE
CITY OF NEWTON, MASSACHUSETTS
dwilkinson@newtonma.gov
(617) 796-1305

January 29, 2010

TO: Finance Committee
Mayor Warren

FROM: David Wilkinson

SUBJECT: Mid Year Revenue Status Report

=====

General Fund

Newton's current year General Fund budget totals \$294.4 million, 78.3% of which is being funded with property taxes; 8.5% with state and federal aid; 7.3% from local non-property tax revenues; 4.3% from fund balances; and 1.6% from transfers from other funds.

At the mid point in the fiscal year \$140.4 million or 47.7% of budgeted revenues and other financing sources have been realized. A total of 49.4% of fiscal year 2009 revenue had been collected at December 31 of the prior year. A schedule summarizing budget to actual experience for the major components of each revenue budget category, for both the current year and the three most recent fiscal years, is included following the narrative portion of this report.

When reviewing revenue budget to actual experience there are two primary risks to be concerned with.

- Will total revenues for the year meet budget expectations for the year?
- Will current year revenues exceed current year expenditures to the extent necessary in order to generate sufficient free cash reserves for fiscal year 2011?

Although there are components of the current year revenue budget that are trending under budget estimates, it appears that total revenues should meet or slightly exceed current year budget estimates.

The question about whether current year budget performance (both revenues and expenditures) will be sufficient to provide Newton with an adequate level of financial reserves for the following year(s) is not an easy one to answer, particularly since it is unclear whether the new City administration will follow the budgeting practices of the prior administration, and due to the fact that the City continues to lack a formal free cash (financial reserve) policy.

Absent any change in practice, Newton needs to generate at least \$5 million in free cash annually to meet following year operating requirements. This is based upon an assumption that at least \$2 million in free cash will be used for funding ongoing budgetary requirements and an additional \$3 million will be needed for funding probable operating needs that have not been provided for in the annual operating budget (principally snow and ice control; public safety overtime; and legal costs).

Without addressing the issues of whether or not \$5 million in free cash (approximately 1.7% of budgeted revenues) is sufficient to meet the range of potential budget risks that are inherent in a budget as large and complex as Newton's and whether this level is sufficient to meet credit rating agency expectations for triple A credits, it remains unclear at this point whether sufficient excess revenues will be generated to meet the City's \$5 million historical free cash target. This will bear close monitoring in the months ahead.

Property taxes: The current year budget assumes the collection of \$230.5 million in real and personal property taxes (gross tax levy of \$233.3 million less a \$2.8 million allowance for abatements and exemptions). At the mid point in the year, \$116.5 million or 50.6% of the budget estimate had been realized, putting the City slightly ahead of prior year experience. It must be noted, however, that \$2.2 million of the year to date collections represent unbudgeted prior year personal property taxes collected from wireless communications providers as a result of an August 2009 Appellate Tax Board decision regarding valuation of wireless assets. All things being equal, this unbudgeted revenue will become free cash at June 30, 2010.

At December 31, 2009 \$3.0 million (54%) of the current year personal property tax levy had yet to be collected and \$115.7 million (51%) of the current year real estate tax was outstanding. Prior year uncollected personal property taxes amounted to slightly in excess of \$300,000 and prior year uncollected real estate taxes, including \$3.2 million in tax title accounts, totaled \$5.5 million. At this same time last year, total unpaid prior year real estate taxes amounted to \$4.5 million, of which tax title accounts represented \$1.8 million. A total of \$1.8 million in additional unpaid prior year real estate taxes have been formally deferred by Newton taxpayers under the statutory tax deferral program administered by the Board of Assessors.

State and federal aid: State "cherry sheet aid," principally Chapter 70 school aid and Unrestricted general government aid represent 79% of budgeted General Fund state and federal aid. The City has received 50% of planned "cherry sheet" aid for the year. Subsequent to December 31 the City received state reimbursement for the police career incentive pay program (Quinn bill) in an amount equal to 8.6% of prior year program expenditures. Up until the change in program funding at the state level, Newton received reimbursement of approximately 50% of program costs.

School building assistance aid represents the bulk of the remaining state and federal aid. Newton is scheduled to receive the remaining \$4.1 million in Massachusetts School Building Assistance Authority reimbursements receivable for pre MSBA projects during fiscal year 2010. A total of \$1.4 million of this sum has been received to date and the

balance is scheduled for payment in the third and fourth quarters of the fiscal year. Additionally, an \$881,707 school building assistance reimbursement for final costs associated with the completed Newton South High School renovations was received during the summer of 2009. In accordance with state requirements for the use of such reimbursements after all financing for a project has been completed, the \$881,707 must be reserved for future project debt service requirements over the life of the Newton South High School renovation debt.

Special education federal Medicaid reimbursements and Medicare part D retiree health benefit reimbursements are in line with budget estimates. The special education Medicaid reimbursement revenue of \$88,006 represents one quarter of collected revenue and a second quarter of \$162,434 has been recorded as a receivable on the City's books. The \$244,303 in Medicare part D reimbursement revenue represents reimbursements for the first four months of the current year and a receivable for \$175,459 has been recorded for the months of November and December.

Motor vehicle excise taxes: Motor vehicle excise taxes represent the largest single source of local non property tax revenues (just under 50%). The current year motor vehicle excise tax revenue estimate is \$10.2 million – identical to the amount collected in the fiscal year ended June 30, 2009, but slightly less than the \$10.8 million average annual collections for the prior five year period. Motor vehicle excise taxes are billed at \$25 per \$1,000 of vehicle valuation and vehicle valuations are determined by the Commonwealth of Massachusetts Registry of Motor Vehicles.

During the first six months of the current year, \$1.2 million in motor excise taxes were billed (compared to \$1.6 million for this same period last year). A total of \$1 million or 10.2% of the budget estimate was collected during the first six months of the current year, which is about \$150,000 less than prior year December 31 collection experience. Newton expects to bill \$7.4 million in fiscal year 2010 taxes in mid February, which is slightly less than the amount billed at this time last year.

Uncollected motor vehicle excise taxes at December 31, 2009 totaled \$1.5 million – almost identical to the December 31, 2008 receivable, however, 71% of the receivable represents taxes that have been outstanding for more than three years and whose collection is therefore doubtful.

Absent significant growth in current year excise tax billings between now and June 30 it seems likely that current year revenues from this source will fall approximately \$500,000 below the current year revenue estimate.

Licenses and permits: License and permit revenues are the second largest single source of local non property tax revenues (behind motor excise taxes). Inspectional services department permits account for approximately 80% of these revenues. In recognition of a rather dramatic reduction in inspectional services permit revenue during fiscal year 2009 and for the first quarter of the current year, the current year budget estimate for these revenues was reduced by \$1 million (25%) from fiscal year 2009 actual experience at the

time that the current year tax rate was set. Although year to date actual revenues are below prior year experience at this point in the fiscal year, they are in line with the reduced budget estimate and if trends continue will likely generate a surplus in the range of \$500,000 to \$900,000. All will depend upon inspectional services permit activity during the second half of the fiscal year, however.

Interest and penalties on delinquent taxes: The current year estimate for this source is \$1 million - \$200,000 less than last year's actual collections but in line with the five year average collection experience. Year to date revenues are lagging approximately \$100,000 behind budget estimates because of limited collections of delinquent prior year real estate taxes, most notably properties in tax title status. During the first six months of fiscal year 2009 a total of \$239,037 in interest and penalties on tax title properties were collected as the properties came out of tax title status. For the same period this year only \$26,323 has been collected from this source.

In lieu of tax payments: PILOT revenues are in line with budget. Boston College's \$100,000 annual contribution was made on schedule in December and 50% of the Stone Institute agreement payment has been made. The only variable that is likely to impact this revenue source is a possible advance payment of \$2.5 million from New Falls Associates if a recommended revision of the existing 121A agreement is approved and project refinancing takes place during the current fiscal year. If the \$2.5 million advance payment is received in the current fiscal year it will become a part of the City's June 30, 2010 free cash.

Hotel room occupancy tax: \$603,400 or 51.5% of the current year revenue estimate has been realized to date. This is below the 60% collection experience of recent years. These taxes are collected by the Massachusetts Department of Revenue and remitted to the City quarterly. Second quarter collections, reflecting the City's decision to increase the tax to 6% effective October 1, 2009, amounted to \$343,885 - 3% greater than second quarter fiscal year 2009 collections, when the tax rate was 4%. It appears that even with the rate increase for the final three quarters of the year, collections may fall slightly below the budget estimate.

Meals tax: The City imposed the meals tax effective January 1, 2010 so revenue from this source will not appear until March 31, 2010.

Charges for service: Overall these revenues are in line with budget estimates.

Fines and forfeitures: Strong collections from parking violation fines have put these revenues slightly ahead of budget estimates.

Investment income: The current year investment income revenue estimate is \$1 million - 42% of actual fiscal year 2009 revenues and 26% of the average income generated from this source for the three prior fiscal years. Short term investment rates averaged approximately one half of one percent for the first six months of the current year,

compared with 2.7% for the first half of fiscal year 2009 and 1.9% for all of 2009. At December 31, 2009 the benchmark short term rate was 0.36%. Investment income earnings for the first half of the year were \$553,524 – 55.35% of the budget estimate. The current budget estimate should be sustainable for the year.

Transfer from other funds: Budget financing in this category represents resources from other funds that are used to support General Fund activities. All budgeted transfers, except for those anticipated from the Community Preservation Fund, have been recorded at December 31, 2009. With the exception of resources transferred annually from the Sewer Fund for administrative overhead purposes, resources are currently available in all other funds to duplicate the level of General Funds support in fiscal year 2011.

Fund balances: Resources budgeted in this category represent prior year revenues that are being used to fund continued appropriations from the prior year (\$4.3 million); free cash used to support the budget (\$7 million); overlay surplus used to support the budget (\$1.2 million); and an appropriation of from the final Massachusetts School Building Authority reimbursement on the South High School renovation project for current year debt service financing. Since such funds can not be appropriated unless they are available, the only budgeting risk associated with these financing sources is that an equal amount may not be available to support the following year's budget.

At December 31, 2009 the City had \$4.7 million in certified free cash and \$540,624 in unobligated overlay surplus available for appropriation. Tax abatement/exemption reserves in the amount of \$9.1 million (\$2.5 million for the current year and \$6.6 million for prior years) were also on hand to meet outstanding property tax abatement exposure.

Community Preservation Act (CPA) Fund

The fiscal year 2010 Community Preservation fund budget totals \$8.3 million, including \$5.2 million in continuing appropriations from prior years. Excluding the \$5.2 million in continuing appropriations that are being financed with prior year revenues the CPA budget is being financed as follows: property tax surcharges – 72.9%; state matching funds – 24.5%; and investment income – 2.6% . .

At the mid point in the fiscal year \$1.9 million in current year revenue (62% of the budget estimate) had been realized. Total revenues are in line with budget estimates.

Stormwater Management Fund

The fiscal year 2010 Stormwater Management fund budget totals \$1 million, of which \$322,514 represents continuing appropriations from prior fiscal years being funded with prior year revenues. A total of \$324,338 in current year revenue had been collected at December 31 against the current year revenue budget estimate of \$700,000. This compares favorably to the prior year when \$257,869 in revenue had been realized against a budget estimate of \$691,018.

During the month of December, \$27,798 in delinquent fund user charges were reclassified to lien status.

A total of \$358,965 in fund balance is available for appropriation in this fund.

Water Fund

The current year Water fund budget totals \$17.6 million, of which \$15.5 million (88%) is being funded with water rate revenue and the \$2.1 million (12%) is being financed with fund balance. A total of \$6.1 million in fund revenue had been realized at the mid point in the fiscal year. This represents 39.4% of the revenue estimate for the year and is in line with both the budget and prior year collection trends (note – utility fund revenues are accounted for on the modified accrual basis of accounting, so December 31 revenue represents only four months of experience).

During the first six months of the current year a total of \$800,814 or 8.9% of billed water was abated. This compares favorably to the experience of the first six months of the prior fiscal year when \$2.3 million or 22.8% of billed water was abated.

A total of \$606,146 in delinquent fund user charges were reclassified to lien status during December.

A total of \$1.7 million in water surplus remains available for appropriation.

Sanitary Sewer Fund

The Sanitary Sewer fund budget for the current year totals \$25.6 million, of which \$24.7 million or 96.5% is being financed with sewer rate revenue.

During the first half of the fiscal year a total of \$8.2 million (33% of the revenue estimate for the year) was realized. Based upon historical collection trends this level of collections would be expected to translate into a \$3.1 million revenue deficit for the year, however, year to date collection experience does not reflect the 21.7% sewer rate increase approved by the Mayor and Board of Aldermen for the January 1 – June 30, 2010 period. The impact of the rate increase will likely begin to be seen in revenue collections beginning in February or March.

During the first six months of fiscal year 2010, 8.4% of billed sewer service charges were abated. This compares favorably to the prior year when 19.3% of billed sewer services were abated.

A total of \$912,946 in delinquent sewer use charges were reclassified to lien status during December.

There is no sewer surplus available to meet extraordinary and unforeseen Sewer Fund revenue or expenditure needs. Any such needs that can't be funded with intra-fund transfers will require a General Fund subsidy. The City does not have a financial reserve policy for any of the utility funds.

CITY OF NEWTON, MASSACHUSETTS
GENERAL FUND

COMPARATIVE REVENUE BUDGET TO ACTUAL SCHEDULE

July 1, 2009 - December 31, 2009

(with comparative totals for the first six months of the three previous fiscal years)

	July 1, 2009 - December 31, 2009	July 1 - December 31, 2008	July 1 - December 31, 2007	July 1 - December 31, 2006	% Total Annual	% Total Annual
	Actual Revenue	Revenue	Revenue	Revenue	% Total Annual	% Total Annual
	YTD Revenue	Revenue	Revenue	Revenue	% Total Annual	% Total Annual
	% Budget					
Real estate and personal property taxes:						
Current Year Taxes	718,446 \$	110,137,051	105,747,408	101,371,458	49.48%	
Prior Year Taxes	-	1,258,285	1,504,339	702,173	57.17%	
Property Taxes	230,471,465	111,395,336	107,251,747	102,073,631	49.56%	49.27%
Motor Excise Taxes:						
Current Year Motor Vehicle Excise Tax	-	-	-	-		
Prior Year Motor Vehicle Excise Tax	-	1,196,205	1,210,551	1,200,828	83.94%	
Boat Excise Tax	-	34	5,250	4,335		
Motor Excise Taxes	10,239,711	1,196,239	1,215,801	1,205,163	11.04%	11.22%
Penalties and interest on taxes:						
	1,000,000	672,071	576,438	476,369	55.79%	45.71%
In Lieu of Tax Payments:						
Boston College	100,000	100,000	100,000	100,000		
Stone Institute	30,000	17,661	34,461	16,810		
121A Urban Excise Taxes	110,000	-	152	-		
121A Supplemental In Lieu of Tax Payments	125,000	53,254	-	-		
Pro forma In Lieu of Tax Payments	-	-	-	5,174		
In Lieu of Tax Payments	365,000	170,915	134,613	121,984	34.94%	29.62%
Hotel Room Occupancy Tax	1,171,341	661,695	617,919	668,721	59.71%	58.72%
Meals Tax	606,337	-	-	-	0.00%	0.00%
Charges for Service:						
School Tuitions	150,000	16,961	15,084	3,876		
Recreation	125,000	57,664	63,367	66,955		
City Clerk	140,000	59,744	65,279	66,875		
Municipal Lien Certificates	100,000	45,136	53,050	59,300		
Private Duty Detail Surcharges	215,500	157,007	150,718	146,967		
Fire Alarm Fees	185,000	25,050	68,350	46,221		
Rental of City Property	500,000	226,461	313,531	269,146		
All Other Fees	120,000	61,792	61,727	58,462		
Charges for Service	1,535,500	649,815	791,106	717,802	46.08%	47.61%
Fines & Forfeitures:						
Court Fines	110,000	67,195	95,885	120,065		
Parking Violation Fines	1,820,000	805,813	702,641	673,477		

CITY OF NEWTON, MASSACHUSETTS
GENERAL FUND

COMPARATIVE REVENUE BUDGET TO ACTUAL SCHEDULE

July 1, 2009 - December 31, 2009

(with comparative totals for the first six months of the three previous fiscal years)

	July 1, 2009 - December 31, 2009	July 1 - December 31, 2008	July 1 - December 31, 2007	July 1 - December 31, 2006	% Total Annual	% Total Annual	% Total Annual
	Amended Budget	YTD Revenue	% Budget	Actual Revenue	Revenue	Revenue	Revenue
Library Fines	100,000	57,477	57.48%		53,582	72,249	
All Other Fines, Forfeitures & Restitution	-	11,333			11,920	1,958	
Fines & Forfeitures	2,030,000	1,010,066	49.76%		864,028	867,749	47.53%
Licenses & Permits:							
Inspectional Services Department	2,449,845	1,533,156	62.58%		1,967,289	2,231,997	
Public Health Department	97,000	71,640	73.86%		84,045	84,150	
License Commission	322,000	271,315	84.26%		260,080	253,220	
Fire Department	162,000	97,800	60.37%		89,885	86,260	
All Other	119,000	96,729	81.28%		89,665	76,144	
Licenses & Permits	3,149,845	2,070,640	65.74%		2,490,964	2,731,771	50.86%
Investment Income	1,000,000	553,524	55.35%		2,259,259	1,981,891	44.64%
Special Assessments	100,000	15,453	15.45%		26,586	80,237	41.91%
Miscellaneous Local Revenue	235,804	195,102	82.74%		858,082	3,166,405	94.90%
Intergovernmental:							
State "Cherry Sheet" Aid	19,911,890	9,811,728	49.28%		10,180,022	9,282,319	
State School Building Assistance Reimbursements	4,060,285	2,296,340	56.56%		4,383,012	1,931,424	
SPEED Medicaid Reimbursements	400,000	88,006	22.00%		53,520	-	
Medicare Part D Reimbursement	800,000	244,303	30.54%		323,965	605,806	
Non Contrib. Retirement COLA Reimbursement	-	23,578	0.00%		31,311	-	
Other State and federal reimbursements	41,172	16,397	39.83%		2,289	226	
Intergovernmental	25,213,347	12,480,352	49.50%		14,974,119	11,819,775	51.22%
Total Revenue	277,118,350	135,738,511	48.98%		132,060,662	125,911,498	48.38%
Transfers from Other Funds:							
Parking Meter Receipts Reserved	1,000,000	1,000,000	100.00%		1,000,000	852,832	
Water Fund	550,475	550,475	100.00%		505,987	497,532	
Sewer Fund	825,712	825,712	100.00%		758,981	731,299	
Sale of Recyclable Materials Receipts Reserved	470,000	470,000	100.00%		300,000	300,000	
Special Permit Receipts Reserved	64,620	64,620	100.00%		-	-	
BAA Marathon Receipts Reserved	55,000	55,000	100.00%		-	25,000	
CATV Access Fees Receipts Reserved	100,000	100,000	100.00%		100,000	100,000	
Sale of Surplus Property Receipts Reserved	-	-	-		-	-	

CITY OF NEWTON, MASSACHUSETTS
GENERAL FUND

COMPARATIVE REVENUE BUDGET TO ACTUAL SCHEDULE

July 1, 2009 - December 31, 2009

(with comparative totals for the first six months of the three previous fiscal years)

	Amended Budget	July 1, 2009 - December 31, 2009 Actual Revenue	YTD Revenue	% Budget	July 1 - December 31, 2008 Revenue	% Total Annual	July 1 - December 31, 2007 Revenue	% Total Annual	July 1 - December 31, 2006 Revenue	% Total Annual
Inclusionary Zoning Receipts Reserved	24,300	24,300	24,300		-		43,123		-	
E-Rate Receipts Reserved	201,497	201,497	201,497		-		124,106		-	
NCGF Golf Day Receipts Reserved	-	-	-		-		-		2,213	
Insurance Damage Recovery Receipts Reserved	-	-	-		-		-		75,000	
Development Mitigation Receipts Reserved	-	-	-		-		90,000		-	
Community Preservation Fund	26,000	-	-		2,982		-		-	
State Grant Fund	-	-	-		-		-		-	
Federal Grant Fund	-	-	-		-		-		-	
Municipal Building Self Insurance	277,582	277,582	277,582		277,582		277,582		35,848	
Liability Self Insurance	-	-	-		-		-		277,582	
Capital Stabilization Fund	1,063,803	1,063,803	1,063,803		2,421,760		76,700		-	
Transfers from Other Funds	4,658,989	4,632,989	4,632,989	99.44%	6,005,474	94.10%	3,276,479	90.66%	2,954,555	96.44%
Total Revenues & Interfund Transfers	281,777,339	140,371,500	140,371,500	49.82%	141,955,495	50.09%	135,337,141	49.07%	128,866,053	48.94%
Fund Balance (Free Cash/Overlay Surplus)	12,599,903	-	-	0.00%	-		-		-	
TOTAL GENERAL FUND	\$ 294,377,242	\$ 140,371,500	\$ 140,371,500	47.68%	141,955,495	49.37%	135,337,141	49.07%	128,866,053	48.94%